

MINUTES – AUGUST 23, 2004

The Caswell County Board of Commissioners met in special session at the Historic Courthouse in Yanceyville, North Carolina at 6:30 p.m. on Monday, August 23, 2004. The purpose of the meeting was to discuss the Emergency Operations Plan Grant and Proposal. Members present: Mel O. Battle, Chairman, Larry G. Hamlett, Vice-Chairman, Nathaniel Hall, Jack W. Hooper, Cathy W. Lucas, Kenneth D. Travis, and George W. Ward, Jr. Also present: Jeffrey H. Earp, County Manager and Lauren Chesnut representing The Danville Register & Bee. Wanda P. Smith, Clerk to the Board, recorded the minutes.

EMERGENCY OPERATIONS PLAN GRANT AND PROPOSAL

Mr. Jeff Earp, County Manager, reported that due to State and Federal mandates, Caswell County has to update its Emergency Operations Plan to include the Continuity of Operations Plan and terrorism issues. Mr. Earp stated that the County received along with this mandate, a grant in the amount of approximately \$28,000 to pay for this project. Mr. Earp reported that the County received this information earlier this year and when the former Emergency Management Director resigned his position, this issue was put on hold and the County hired Ms. Toni Plummer, a Consultant, to update the County's Plan. Mr. Earp stated that Ms. Plummer was to work with the current Emergency Management Director to update the County's plan; however, informed the County that she would be unable to fulfill her contractual obligation. Mr. Earp added that Ms. Plummer stated that she would provide the Emergency Management Director with a disc with information she had gathered. Mr. Earp noted that Ms. Plummer has yet to provide any information to Caswell County. Mr. Earp reported that the County has requested and received an extension to update its Emergency Operations Plan. Mr. Earp stated that another company, Excelliant of Hickory, North Carolina has agreed to assist the County in completing this project by the deadline. Mr. Earp reported that Excelliant has submitted a quote in the amount of \$25,400 to complete this project.

Ms. Joanne Martin, representing Excelliant, answered a number of questions from the Board. Upon questioning from Chairman Battle, Mr. Jim Gusler, Emergency Management Director answered that the deadline for completion of the plan is October 1, 2004.

After further discussion, Commissioner Hall moved, seconded by Commissioner Travis to award the contract for the update of Caswell County's Emergency Operation Plan to Excelliant in the amount of \$25,400. The motion carried unanimously.

THE ADJOURNMENT

At 6:37 p.m. Commissioner Travis moved, seconded by Commissioner Hamlett to adjourn the meeting. The motion carried unanimously.

Wanda P. Smith
Clerk to the Board

M. O. Battle
Chairman
